



## Adopt-A-Stream

### Application for Local Program Designation and Agreement

As stewards of the Commonwealth's water resources, we the members of \_\_\_\_\_ request permission to adopt a \_\_\_\_\_ mile segment of \_\_\_\_\_, located in the \_\_\_\_\_ watershed.

Name of Adopting Organization: \_\_\_\_\_

Number of stream cleanups per year (one required/two recommended): \_\_\_\_\_

Designated Representative (**Primary**): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number (*daytime*): \_\_\_\_\_

Designated Representative (**Secondary**): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number (*daytime*): \_\_\_\_\_

*The work will be performed under and in accordance with the Virginia Department of Conservation and Recreation's Adopt-A-Stream General Program Conditions and Safety Guidelines both attached to this application and incorporated herein by reference.*

*Applicants to whom an Adopt-A-Stream Program Designation and Agreement are issued shall at all times indemnify and save harmless the Virginia Department of Conservation and Recreation, the Commonwealth of Virginia, and all Commonwealth employees, agents and officers, from responsibility, damage, or liability arising from the exercise of the privileges granted under designated programs. The Program Designation and Agreement may be terminated by the Virginia Department of Conservation and Recreation at any time. The Department reserves the right to revise or discontinue the Adopt-A-Stream Program at any time.*

***As a designated representative of \_\_\_\_\_  
I have read, understand, and shall comply with the Adopt-A-Stream general program conditions and safety guidelines regarding participation in the program.***

***Signature:*** \_\_\_\_\_

***Date:*** \_\_\_\_\_

Please mail to: Department of Conservation and Recreation  
Adopt-A-Stream Program Coordinator  
203 Governor Street, Suite 213  
Richmond, Virginia 23219

## Adopt-A-Stream Guidelines

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### *General Program Conditions*

1. The Virginia Department of Conservation and Recreation (DCR) encourages local businesses, civil organizations, watershed groups, academic institutions, and scout groups to adopt local streams, rivers, and lakes for the purpose of managing litter along streambanks, shorelines, and in waterways.
2. Typically, a team of two people can cover one mile of a lightly littered stream channel in about one or two hours. DCR suggests groups adopt no less than a half-mile of a stream or river. *Remember the number of volunteers needed for the cleanup will depend on the length of stream or river adopted.*
3. Adopting organizations will be awarded an Adopt-A-Stream sign, which will include the organization's name, to place at a location of their choice. (See #11)
4. Each group must include a participating adult of 18 years or older. Individuals under 18 years can participate in a stream cleanup if supervised by an adult. DCR recommends one adult per 6 youth.
5. Adopting groups agree to collect litter on both sides of the stream at least once a year. DCR recommends that groups conduct two cleanups per year; one cleanup in the late spring, early summer and one in the fall. Traditionally, the amount of litter is greatest during these times because of spring runoff and the beginning and end of the water recreation season. Groups that conduct cleanups more than once a year should notify DCR (*necessary for the adequate provision of supplies*). **Please return "Stream Cleanup FYF" two weeks prior to cleanup event.**
6. Participants must adopt a stream for a period of two years. After two years, the adopting organization may renew their designation and agreement, modify their designation (*choose a different stream*), or terminate the agreement.
7. The Designated Representative for the adopting group must conduct at least one safety meeting per year to review DCR-supplied safety information. No one may participate in a cleanup unless he or she has attended a safety meeting in the last 12 months. The Designated Representative may conduct the safety meeting immediately before a cleanup; however, this meeting must be held in a safe, appropriate area.
8. The adopting organization's Designated Representative must visit a DCR representative or a local Soil and Water Conservation District (SWCD) office at least one week before a scheduled cleanup. At that time, DCR or SWCD staff will provide the Designated Representative with safety information, safety vests, and trash bags for every member of the adopting group's cleanup crew.
9. The Designated Representative is responsible for notifying DCR or SWCD staff if any of the adopting group's participants has a condition that might require special safety precaution or provisions covered under the Americans with Disabilities Act.

10. Adopting groups' members shall not trespass on private property. Permission from the property owner before entering private property must be secured.
11. DCR will provide Adopt-A-Stream signs for each adopting organization. The adopting organization will be responsible for posting and maintaining the Adopt-A-Stream sign. Again, permission must be secured before posting the sign on private property.
12. The adopting group is responsible for the pickup and disposal of all collected litter.
13. DCR encourages participants to separate and recycle materials to maximum extent possible.
14. Within two weeks of the project date, the Designated Representative for the adopting group must send copies of the sign-in sheets, all completed and signed safety liability release forms, and the stream cleanup data form to the Adopt-A-Stream Program Coordinator at

**Department of Conservation and Recreation  
Adopt-A-Stream Program Coordinator  
203 Governor Street, Suite 213  
Richmond, Virginia 23219**

15. DCR encourages adopting groups to coordinate cleanups with other events, such as Stewardship Virginia or Clean Virginia Waterways.
16. DCR reserves the right to deny an adoption request or cancel the adoption agreement of any group.

## Adopt-A-Stream Program

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### *Safety Guidelines*

1. Before an adopting group applies to adopt a stream, or before any program activities are initiated, the group's Designated Representative should survey the stream on the days and during the hours the group intends to perform cleanups to determine if stream conditions are safe and appropriate for the ages and abilities of the group's members. If, at any time, the adopting group feels the adopted section of stream has become unsafe for litter pickups, the group's Designated Representative should call the local Watershed Manager and he or she will work with the group to identify a safer stream section or a different stream.
2. The Designated Representative for the adopting group must conduct at least one safety meeting per year to review DCR-supplied safety information. No one may participate in a cleanup unless they have attended a safety meeting within the last 12 months. The Designated Representative may conduct a safety meeting immediately before a cleanup; however, this meeting must be held in a safe, appropriate area.
3. Individuals under 18 may participate in a stream cleanup only if supervised by an adult. Adopting groups must provide at least one adult supervisor for every six children under 18 years old.
4. Adopting groups should avoid working on steep steps or in confined river stretches with limited ingress/egress.
5. Adopting groups shall not work on class one rapids or greater.
6. Adopt-A-Stream groups must abide by the Virginia Department of Game and Inland Fisheries (VDGIF) Boating Regulations (if applicable). For a copy of the Boating Regulations, contact VDGIF at (804) 367-1125.
7. Cleanup participants shall wear a bright orange safety vest (*or, if appropriate a life-jacket*) at all times. Participants shall also wear gloves.
8. Always work in groups of two or greater.
9. Cleanup participants should not drink water from any stream. Refreshments should be provided by the Contact Person and/or project organizer or participants may bring their own.
10. Cleanups shall be scheduled during daylight hours and during fair weather. Remember to schedule a "rain-date" ahead of time.
11. Cleanup participants are encouraged to take breaks, drink fluids, and avoid overexertion.
12. Do not pick up materials that appear hazardous or unsafe. Contact the Virginia Department of Environmental Quality at 1-800-592-5482 to report the materials.

13. Applicants to whom an Adopt-A-Stream Program Designation and Agreement are issued shall at all times indemnify and save harmless the Virginia Department of Conservation and Recreation, the Commonwealth of Virginia, and all Commonwealth employees, agents and officers, from responsibility, damage, or liability arising from the exercise of the privileges granted under designated programs. **All volunteers shall sign a liability release form prior to participating in any cleanup activities.** Liability forms must include the following language: *Adopt-A-Stream Program volunteers shall at all times indemnify and save harmless the Virginia Department of Conservation and Recreation, the Commonwealth of Virginia, and all Commonwealth employees, agents and officers, from responsibility, damage, or liability arising from the exercise of the privileges granted under designated programs.*
14. Adopting groups shall provide volunteers with emergency phone numbers, as well as a means to contact the appropriate authority in case of an emergency (*a mobile phone or the location of the nearest pay phone*), and first aid kits.

**Virginia Adopt-A-Stream**  
Stream Cleanup Checklist

- ☐ Submit Application for Local Program Designation to DCR
- ☐ Form an organizing committee
- ☐ Determine the stream cleanup project site
- ☐ Conduct survey and complete scouting report
- ☐ Select the project date and the time of the event
- ☐ Locate and reserve a central meeting place
- ☐ Arrange for the disposal and/or recycling of collected litter
- ☐ Obtain written permission from landowners with property in the proposed cleanup area
- ☐ Recruit stream cleanup volunteers from the local community
- ☐ Publicize the stream cleanup project
- ☐ Gather cleanup equipment and materials
- ☐ Provide site-captain training
- ☐ Conduct safety meeting
- ☐ Complete site preparation
- ☐ Send copies of sign-in sheets (*please attach all signed liability forms*) and the activity summary sheet to Adopt-A-Stream Program Coordinator
- ☐ Conduct stream cleanup and litter disposal
- ☐ Send thank-you letters to volunteers and any individual, business, or organization which supplied materials or helped in any way
- ☐ Post Adopt-A-Stream sign
- ☐ Begin planning next cleanup